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WorkLenz 4.7

Release Notes

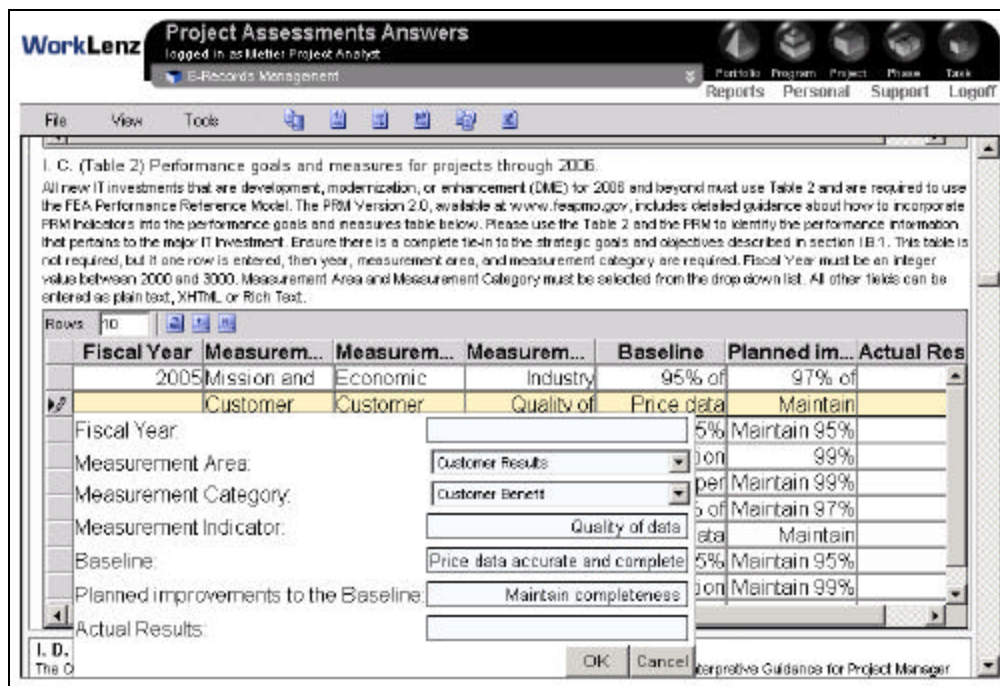
WorkLenz 4.7 Feature Highlights

WorkLenz 4.7 includes updates to the Portfolio Assessment Engine (PAE). New and upgraded features include:

- ✍ Table Functionality
- ✍ Navigation
- ✍ Answer Input and Validation

Table Functionality

Tables in the PAE have been significantly enhanced to ease the process of completing assessment tables. Enhancements to table navigation include cell navigation using arrow keys and the ability to enter a cell for editing either via double-clicking or through keystroke entry. Users are now able to select and edit entire rows, either via each individual cell or through new form fields for the entire row. In addition, tables now allow users to resize columns and the ability to add and delete rows in a table dynamically.



WorkLenz Project Assessments Answers
logged in as Métier Project Analyst
E-Records Management

File View Tools

Reports Personal Support Logoff

I. C. (Table 2) Performance goals and measures for projects through 2006.
All new IT investments that are development, modernization, or enhancement (DME) for 2006 and beyond must use Table 2 and are required to use the FEA Performance Reference Model. The PRM Version 2.0, available at www.fea.gov, includes detailed guidance about how to incorporate PRM indicators into the performance goals and measures table below. Please use the Table 2 and the PRM to identify the performance information that pertains to the major IT investment. Ensure there is a complete tie-in to the strategic goals and objectives described in section 1B.1. This table is not required, but if one row is entered, then year, measurement area, and measurement category are required. Fiscal Year must be an integer value between 2000 and 3000. Measurement Area and Measurement Category must be selected from the drop down list. All other fields can be entered as plain text, XHTML or Rich Text.

Rows: 10

Fiscal Year	Measurement Area	Measurement Category	Measurement Indicator	Baseline	Planned improvements to the Baseline	Actual Results
2005	Mission and	Economic	Industry	95% of	97% of	
	Customer	Customer	Quality of	Price data	Maintain	
Fiscal Year:				5%	Maintain 95%	
Measurement Area:	Customer Results			100%	99%	
Measurement Category:	Customer Benefit			per	Maintain 99%	
Measurement Indicator:	Quality of data			5%	Maintain 97%	
Baseline:	Price data accurate and complete			5%	Maintain 95%	
Planned improvements to the Baseline:	Maintain completeness			100%	Maintain 99%	
Actual Results:						

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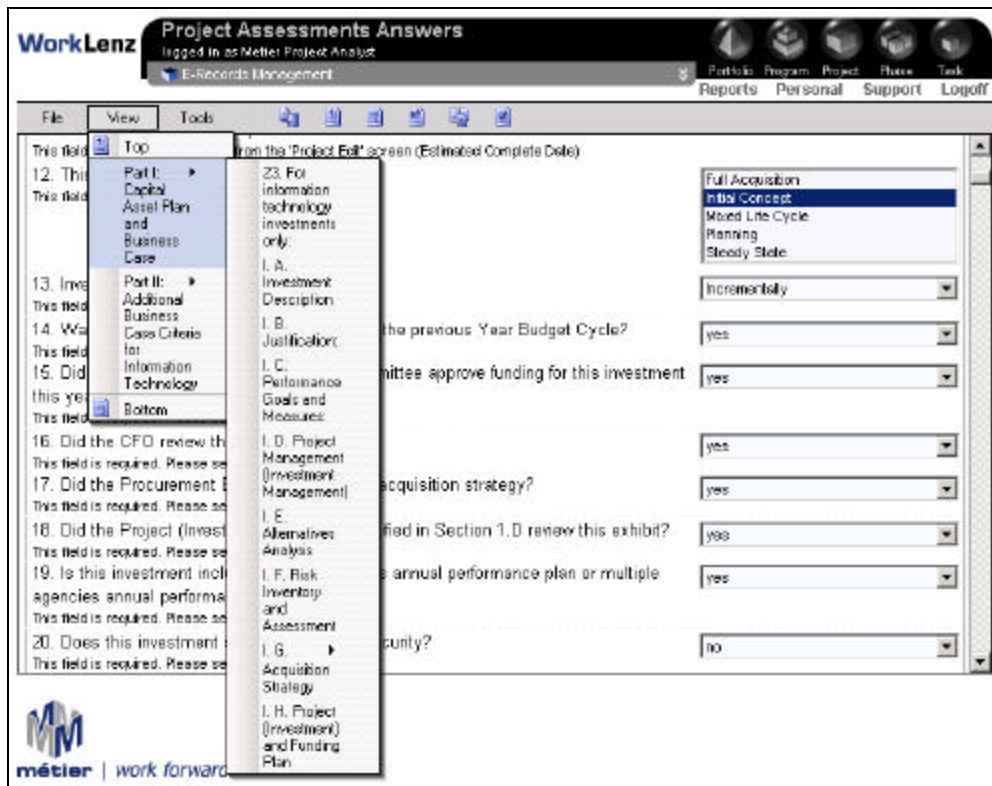
OK Cancel

Operative Guidance for Project Manager



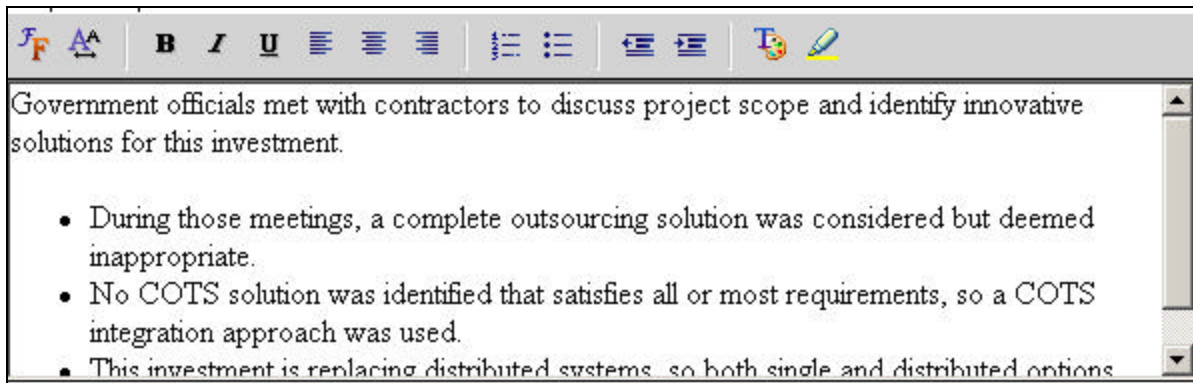
Navigation

WorkLenz 4.7 includes navigation enhancements to the PAE for increased ease of use. Entire assessments now render in one screen and users can navigate using a table of contents available through the View menu drop-down. Icons have also been added to the toolbar next to the drop-down menus to allow for single-click access to primary functions, such as save and score.







Answer Input and Validation

Answer input methods within the PAE have been upgraded in WorkLenz 4.7 to enable previously unavailable style options and validation methods. Text boxes in the PAE have been enhanced to allow for the use of Rich Text Fields, permitting users to use text and paragraph formatting. Validation of required input types, such as date and number fields, have been enhanced to provide real-time validations as users are completing assessment and ensure consistency in formatting across assessment answers. Further, standard memo fields in assessments now automatically resize based on the amount of text, rather than displaying a fixed number of text rows.



Additional WorkLenz 4.7 Feature Highlights

WorkLenz 4.7 also includes updates to user account policies, task management and assessment features to improve security capabilities and enhance usability. New and upgraded features include:

-  Password policies
-  Account lockout policies
-  Dependencies
-  Assessment answer versioning

Password Policies

Password policies have been extensively upgraded in WorkLenz 4.7 to mimic Windows account and security policies. WorkLenz password policies are configurable for each portfolio and verifiable password complexity requirements can now be defined, including minimum length, and conditions for



alphanumeric and non-alphanumeric characters. Additionally, WorkLenz can require password usage for a minimum and/or maximum number of days, as well as forced or forbidden password changes based on those days. Further, WorkLenz can be configured to store a password history and restrict the use of previously used passwords.

Account Lockout Policies

WorkLenz 4.7 now contains configurable policies for the lockout of user accounts. These settings include a specification for a number of failed login attempts prior to account lockout. Further, the account lockout time may be configured, including an indefinite lockout time. WorkLenz is also enabled with user notification of an account lockout, as well as a security setting to enable specified users, such as a system administrator, to manually unlock user accounts.

MS Project Import

WorkLenz 4.7 allows users to choose from two types of methods when importing an MS Project file. Partial MS Project Import works the same as MS Project Import operated in previous WorkLenz versions. Partial MS Project Import will import new tasks and update tasks already in WorkLenz, but will not delete tasks from the system. Full MS Project Import will overwrite all tasks in WorkLenz with what is currently in the MS Project file, including deleting tasks in WorkLenz that are no longer part of the schedule.

WorkLenz Microsoft Project Import
logged in as Metier Project Analyst
USDA Capital Planning & Investment Control

Portfolio Program **Project** Phase Task
Reports Personal Support Logoff

Items in bold are required.
Please select the type of import.

☒ Partial MS Project Import
☐ Full MS Project Import

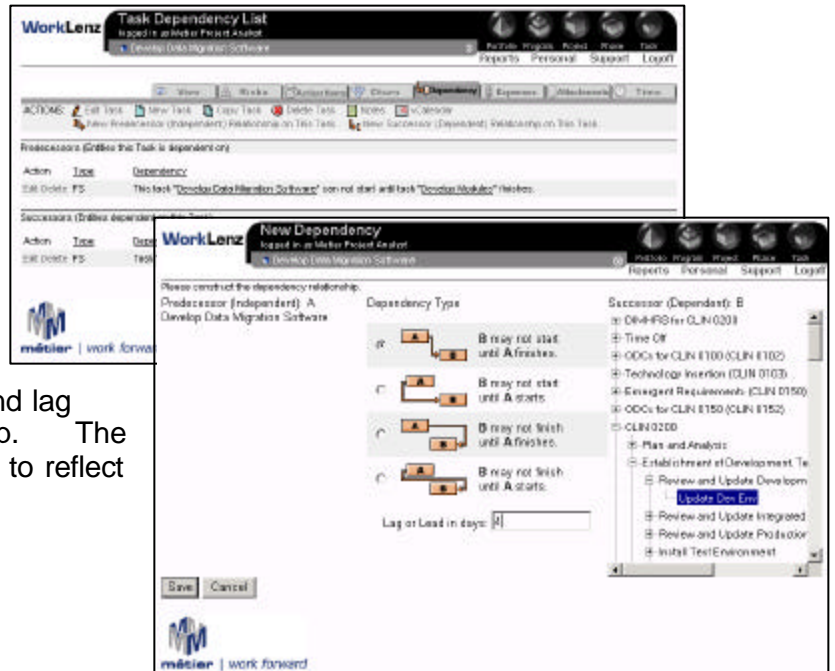
Microsoft Project File: Browse...

Load Cancel

métier | work forward

Dependencies

WorkLenz 4.7 includes updated functionality for dependencies. These enhancements include the ability to create and update dependencies between any two schedule items in the portfolio, with the exception of cyclic dependency chains and dependencies between parent and child schedule items. Additionally, users may now define lead and lag times for any dependency relationship. The dependency list screen has been updated to reflect new dependency functionality.



Assessment Answer Versioning

WorkLenz 4.7 contains the new capability for versioning of assessment answers. Assessment answer versioning includes the ability to snapshot and store assessment answers, scores, results and grades on demand. This assessment answer version list includes all versions of an assessment, and the ability to view additional detail on that assessment using current assessment viewing methods, such as HTML. To accommodate this new functionality, the assessment list interface has also been redesigned.

